

Kensington and Chelsea
Safer Neighbourhood Board
Information and Guidance for 2025/26 Applicants

1. Introduction

Safer Neighbourhood Boards (SNB) have become an important borough level mechanism for delivering local police accountability and engagement.

Kensington and Chelsea SNB were established in 2014 by the London Mayor's Office for Policing and Crime (MOPAC). Its purpose is to give local people and victims a greater voice in establishing local policing and crime priorities, as well as monitoring police performance and confidence.

The board includes local people, Councillors, the Borough Commander (or their representative) and representatives such as Victim Support, Neighbourhood Watch, Local Authority, Young People, Independent Custody Visiting Panel, and the Stop and Search Monitoring Group. Through this strong community representation, the Board's goal is to achieve a safer and more peaceful community within Kensington and Chelsea.

The Police and Crime Plan 2022/25 (PCP) commits MOPAC to continuing to support the work of SNBs. The Police and Crime Plan 2022/25 can be found using this link:

<https://www.london.gov.uk/mopac-publications/londons-next-police-and-crime-plan>

2. Safer Neighbourhood Board Grant Funding and Priorities 2025/26

The Board receive an annual grant from MOPAC to fund a range of projects and activities that meet the Police and Crime Plan priorities. It also supports projects focused on issues and concerns identified by the local community, and which support delivery against the MOPAC Police and Crime Plan priorities.

For 2025/26 the SNB are inviting community groups and voluntary organisations that are properly constituted and provide services for people who live, work or study in Kensington and Chelsea to bid for funding of between £2,000 and a maximum of £5,000 to deliver projects and initiatives in line with the **priorities and outcomes** detailed below:

Priority 1 – Reducing and preventing violence to deliver the following outcome areas:

- Preventing and reducing violence affecting young people.
- Women and girls are safer and feel safer.
- Tackling the harm caused by drugs.
- Reducing reoffending by the most violent and high-risk groups.
- Working together to prevent terrorism and violent extremism.

Priority 2 - Increasing trust and confidence to deliver the following outcome areas:

- Increasing public trust in the MPS.
- Reducing gaps in confidence between different groups.
- Ensuring that the MPS engages with residents and treats them fairly.

Priority 3 - Better supporting victims to deliver the following outcome areas:

- Reducing the number of repeat victims of domestic abuse and sexual violence.

Priority 4 - Protecting people from being exploited or harmed

- Reducing the number of young people and adults who are criminally exploited or harmed.
- Keeping young people in the justice system supported and safe.
- Keeping people safe online.

3. Eligibility Criteria

What types of projects and activities will the SNB fund to deliver the outcome areas set above?

- Workshops
- Awareness raising events
- Diversionary/positive activities
- Community engagement
- Prevention Projects and activities
- Advocacy/ Support

What types of projects and activities will the SNB not fund?

- Individuals via individual bank accounts or individuals who are not part of a community group, charity or other constituted organisation.
- Religious or political activities, however religious groups can apply for non-religious activities.
- Work or spending that has already taken place.
- Projects for which there is a statutory obligation to provide a service or for which an organisation is already funded to provide a service.
- Capital projects, works or items.
- Projects that duplicate existing provision.
- Initiatives which do not meet the priorities/outcomes and criteria.
- General business development or websites.

4. Assessment Process

There is a three-stage assessment process.

Stage 1

All organisations are required to complete an application form which will be checked in the first instance for compliance and to check that all the sections have been completed in full and that supporting evidence (where requested) is provided. Applications that are not completed in full will not be accepted to stage 2 of the process.

Stage 2

Members of the SNB Executive Panel will assess applications individually. The SNB Executive Panel Members will hold a consensus meeting to review each application and score them. Each application form will be scored out of 0 to 5 based on the marking scheme on page 5 of this guidance. The

applications with the overall highest scores to the value of the total grant will be shortlisted. The SNB may reduce the grant value.

Stage 3

For stage three of the process, shortlisted applications which have been approved by the SNB will be recommended to MOPAC who will make the final decision about which projects will be funded. There is no appeal process.

The SNB will inform all applicants of the outcome via email. Projects must be ready to start in quarter 2 (July to September) and all activities must be delivered by 31 March 2026.

5. What happens if the application is successful?

Even if successful, the grant amount may differ from your application request.

Organisations will be required to submit due diligence information as set out in Part 2 of the application form. Subject to receipt of this information, organisations will be required to enter into a grant agreement with the Council and submit performance monitoring information twice yearly. This will be confirmed if your application is successful.

If you wish to apply for funding, please save and complete an application form and submit it to SNBgrants@rbkc.gov.uk with the subject heading: SNB Grant Application + the name of your organisation.

If you require support, please contact Khalid Mousa using the same email address above.

All forms should be submitted by 12am on Monday 17th March 2025. Late applications will not be accepted.

6. Completing the Application Form

Make sure that Part 1 and Part 2 of the form are completed.

All application forms will be scored out of 0 to 5 using the marking scheme on Page 5 of this guidance document.

Ensure that any supporting documents are attached and can be clearly read. See Annex B for due diligence requirements.

Part 1: About the Organisation and Project

1. Organisation Details

- Fill in the organisation name, contact details, and relevant registration numbers.
- If you are a Community Interest Company (CIC) or registered with Young K&C, please indicate this.

2. Organisation Overview

Provide a brief outline of your organisation, including:

- The services you provide in Kensington and Chelsea or more widely.
- Your organisation's specialism, particularly how it relates to the project you are applying for.

3. Existing Funding

- Confirm if your organisation is receiving any funding from RBKC for 2024-25 or has pending applications for 2025-26.
- Provide a brief description of what the funding supports.

4. SNB Priorities

Select at least one SNB priority that your project will address.

- Applications that do not select a priority will not be considered.
- See Pages 1-2 of this guidance for more details on priorities and expected outcomes.

5. Proposal Outline

Provide a high-level summary of your project, including:

- Who the project will support.
- What will be delivered and the rationale (use evidence where possible).
- When the project will start and end.
- Where the project will take place.
- How the project aligns with SNB priorities.

6. Key Activities

List the specific activities your project will deliver.

Provide details on:

- The number of individuals benefitting.
- Venues and locations.
- Estimated dates (between June 2025 – March 2026).

Use the table in the application form to organise this information.

7. Project Outcomes

Identify at least one measurable outcome from your activities.

Consider how your project will reduce risk, improve knowledge, or increase safety for participants.

Example outcomes:

- Increased confidence in reporting crime.
- Reduced risk of victimisation.
- Improved knowledge of online safety.

8. Monitoring and Evaluation

Explain how you will measure whether your project has been successful.

Consider:

- Quantitative data (e.g., number of participants, number of sessions).
- Qualitative data (e.g., participant feedback, pre/post surveys).

9. Partnerships & Engagement

Outline how you will identify, engage, and support your target group.

If working with underserved communities, explain how you will make the project accessible.

List any partners you will work with.

10. Mobilisation Plan

- Briefly explain how you will set up and launch the project.
- If working in schools or community settings, describe how you will engage them.

11. Risk Management

- Identify key risks to the project and how you will manage them.
- Use the table in the application form to structure your response.

12. Project Costs

- State how much funding you are applying for.
- The minimum grant that organisations can apply for is £2,000 and the maximum is £5,000 for Projects to be delivered by the 31st March 2026.

13. Budget Breakdown

- Provide a clear summary of how you will spend the funds.
- Management costs cannot exceed 10% of the total grant.
- Use the table in Section 13 to break down the costs.

14. Additional Information

- Include any relevant details did not covered elsewhere in the form.

15. Declaration

- The form must be signed by a senior person (e.g., Director, CEO).

Part 2: Compliance Information

If your application is successful, you must provide the following before funding is released:

1. Financial Information

- Submit your most recent audited accounts or bank statement (for CICs/Ltd companies).

2. Safeguarding Policies

If working with children or vulnerable adults, you must have:

- Safeguarding Children Policy
- Safeguarding Adults Policy

Review RBKC's Safeguarding Guidance for best practices

3. Safer Recruitment & DBS Checks

- If staff have direct contact with children or vulnerable adults, they must have enhanced DBS checks before starting.
- If using an Umbrella Body for DBS checks, provide details.

4. Insurance Requirements

Your organisation must have the following insurance in place before starting the project:

- Employer's Liability Insurance (£5m minimum)
- Public & Products Liability Insurance (£5m minimum)
- Professional Indemnity Insurance (£2m minimum) (if required for your project).

5. Data Protection

- Confirm whether your organisation has a Data Protection Policy.

6. Health & Safety

- Your organisation must have a Health & Safety Policy.
- Risk assessments must be in place for all project activities.

7. References

- Referees should complete the **SNB Reference Form** provided.
- The completed reference forms must be submitted alongside your application form.

Marking Scheme

Score	Rating	Criteria for Awarding Score
0	Unacceptable (fail)	The information is omitted/no details provided, or irrelevant answer provided.
1	Poor (fail)	The Panel has serious reservations that the Applicant understands the requirement in the question. The proposal provides very limited evidence and assurance that the relevant aspect of the project would be delivered to the expected standard and there are serious doubts about aspects of the response.
2	Fair	The response is superficial and generic in its scope. The Panel has some reservations that the Applicant understands the requirement in the question. The proposal provides some limited evidence and assurance that the relevant aspect of the project or requirement would be delivered to a satisfactory standard.
3	Satisfactory	The Panel is reasonably confident that the Applicant understands the requirement in the question and the proposal provides some satisfactory evidence and assurance that the relevant aspect of the project or requirement would be delivered to a satisfactory standard.
4	Good	The submission is robust and well documented. The Panel is confident that the Applicant understands the requirement in the question and the proposal provides good evidence and assurance that the relevant aspect of the project or requirement would be delivered to a good standard.
5	Excellent	The proposal is innovative and adds value. The Panel is completely confident that the Applicant understands the requirement in the question and the proposal provides very good evidence and assurance that the relevant aspects of the project or requirement would be delivered to an excellent standard.